

VCCPS



Virginia Child Care
Provider Scholarship Program

What Does The Scholarship Do?



- Provides payment for tuition and a technology fee to those employed in child care in Virginia or who plan to enter the field of child care.
- Provides tuition assistance for VCCPSP approved classes in child care, child development, or child care administration at Virginia's institutions of higher learning.

Purpose of Scholarships

- To provide families with highly trained child care providers.
- To provide child care provider companies with highly qualified staff.
- To provide child care providers with better training and qualifications for advancement.



Who Sponsors The Scholarships?

- Federal funding is given to the Virginia Department of Social Services (VDSS) for child care programs.
- VDSS provides the scholarship money from the Child Care and Development Fund.



What Schools May Participate?

- All accredited 2 and 4 year public and private colleges and universities approved by the State Council For Higher Education in Virginia.
- Classes may be taken at more than one of those institutions.



Who Is Eligible For Scholarships?

- Virginia residents working as child care providers.
- Residents from other states who work as child care providers in Virginia.
- Virginia residents who want careers in child care.
- Note: you may be required to provide proof of residency and/or employment.



What Classes Are Covered?



- Child care
- Child development
- Child care administration
- See application for specific classes.

What Degrees or Certificates Might I Pursue Using This Scholarship?

🌐 Certificates, such as Career Studies In:

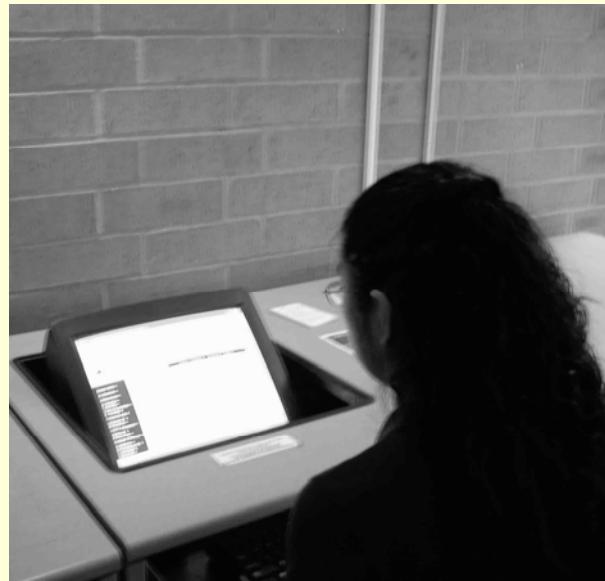
- ✓ Early Childhood Education
- ✓ School-Age Child Care Education
- ✓ Child Care Management
- ✓ Advanced Certificate in Early Childhood Education

🌐 Degrees, such as:

- ✓ Associate in Early Childhood Education
- ✓ Bachelor in Early Childhood Education



Where Can I Get The Details?



- Find the application at the website:
<http://www.dss.virginia.gov/family/cc/scholarship.html>
- Email us at: childcare.scholarship@nvcc.edu
- Call: 1-866-636-1608

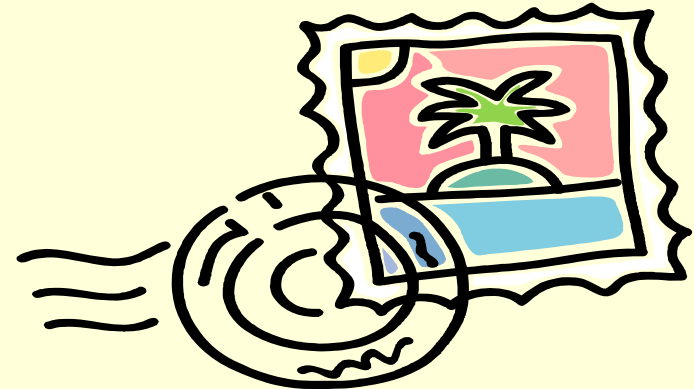
How Much Does The Scholarship Pay?



- The maximum lifetime benefit for eligible participants currently is \$1,707.60.
- The scholarship may pay for up to 2 courses per semester.
- The scholarship covers tuition and a technology fee.
- All other fees, books, and expenses are the applicant's responsibility.

When Is The Application Due?

- The dates are listed on the application for each semester.
- Applications must be fully completed and postmarked by the deadlines to be processed and approved.
- Early and late applications will not be processed.
- Applications are processed on a first come, first served basis only.



How Soon Will I Know Whether I Got A Scholarship?

- You will be notified by U.S. mail within about 3 weeks of our receipt of your application.
- You should read the letter and attachments carefully in case you need to do something more.
- You should take the award letter immediately to your college or university business office for further processing.



Why Should I Keep A Copy Of My Letters?

- To prove you **did get** the award, or
- To prove that you **did not get** an award, in case you want to apply again.
- To prove that you **did not get** an award, if you have used up your lifetime benefit and are a VA resident, so that you may qualify for a different scholarship, such as “T.E.A.C.H.” <http://www.vakids.org>.*

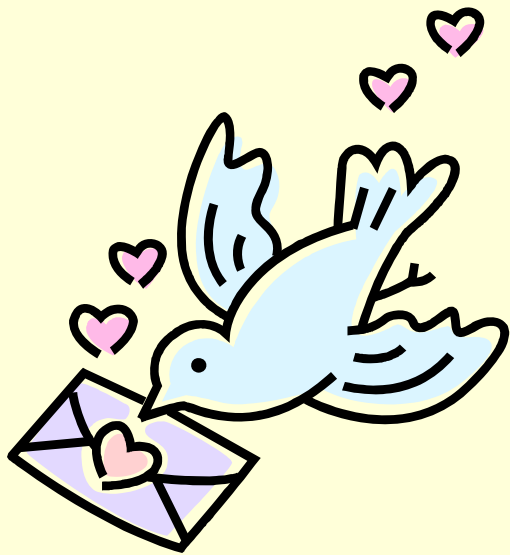


What If I Change My Mind?

- The scholarship pays only for the courses that were approved and only for the applicant who was approved.
- The course and college chosen may not be changed, unless the course was cancelled, rescheduled, or filled.
- You must notify VCCPSP immediately, in writing, if you cannot use the scholarship.
- Ask your college or university about special rules for military students at your school.



What If The Course Was Cancelled, Rescheduled, Or Filled?



- The applicant must notify the VCCPSP in writing immediately.
- The VCCPSP must approve any substitutions.

What If I Want To Appeal The Decision?

- There is **no** appeal process for scholarships denied based on:
 - ✓ Lack of funds
 - ✓ Untimely application
 - ✓ Incomplete application
- To appeal other circumstances, you must file a written appeal to the program within 33 days of the date on the denial letter.



Procedures – 1

Apply For Admission

- Apply for admission to the college or university you choose.
- Obtain and learn your student identification number for that school.
- Include that ID number on your scholarship application.



Procedures – 2

Apply For The Scholarship



- Apply for the scholarship.
- Be thorough and accurate, so your application may be processed quickly.
- Make sure you send the application within the start and end deadlines.
- Keep a copy of your application.

Procedures – 3

Register For Classes

- You may register for the courses you want either before or after you hear from VCCPSP.
 - Some schools may require that you pay tuition and fees in advance to hold the classes.
 - If you choose to pay while waiting for your award decision, make sure the school will reimburse you, if you get the award.
 - Check on the dates when payments are due and take appropriate action.
- VCCPSP will pay for a maximum of 2 classes per term.



Procedures – 4

Using the Scholarship

DO NOT SKIP ANY STEPS!

- When you get your award letter, take it immediately (Mon.-Fri.) to the school's Business Office for further processing. Keep a copy.
- Pay for other fees and find out about parking arrangements.
- Take a copy of your schedule to the bookstore to find out about books.
- Sign a grade release form and send it to your college or university Admissions & Records office.



Other Things You Must Do

Notify the VCCPSP

- in writing -

about any changes in:

- Name.
- Address.
- College or university.
- If you decide not to use the scholarship.
- Classes (You cannot use a scholarship for a different course without permission).



Reminders

- You may be required to show proof of employment and/or residency.
- You must be in good financial and academic standing to receive the scholarship. Previous debts must be paid.
- You must reapply each semester.
- If you ever drop or withdraw from a class, you must follow your institution's procedures and deadlines.
- VCCPSP will request a copy of your grades directly from the college. Please do not submit a copy of your grades unless VCCPSP requests that you do so.



Things VCCPSP Will Do

- We shall notify the Financial Aid and Business Office at your educational institution of your award.
- We shall request your grades from your school at semester end.



Frequently Asked Questions



Can The Scholarship Be Used At Any College Or University?



No, it can be used only at Virginia-based
public and private
accredited colleges and universities
which are listed with the application.

Does The Scholarship Pay For Books, Parking, Or Other Fees?

No, but you may seek funding from other sources to help with expenses.



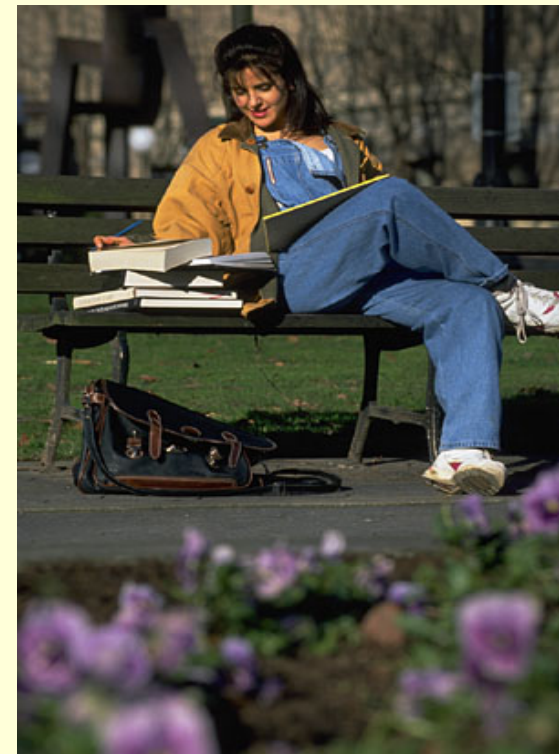
Must Scholarship Recipients Be Employed Full-time In Child Care?

- No.
- There also is no rule on how long a person must be employed in child care.
- People, who are not currently employed in child care, may participate if they plan to enter the field of child care.



What If I Quit My Job?

- Your scholarship is not dependent on your employment.
- Your employer did not pay for the scholarship. It came from the VCCPSP.
- You must complete the class to avoid penalties, which could affect your eligibility for future scholarships.



Will The Scholarship Pay For The Same Class More Than Once?

No, it will pay for a course only once.

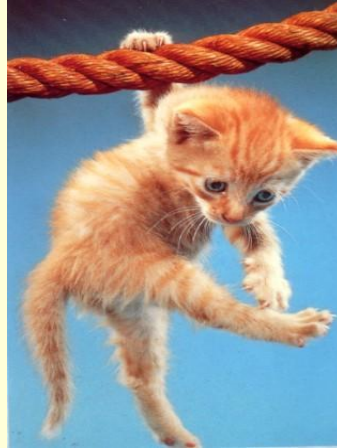


What If I Drop A Course After The School's Deadline?



It is very important that you follow the registration and drop policies of the educational institutions so as not to incur any penalties.

What If I Got A “Conditional” Award?



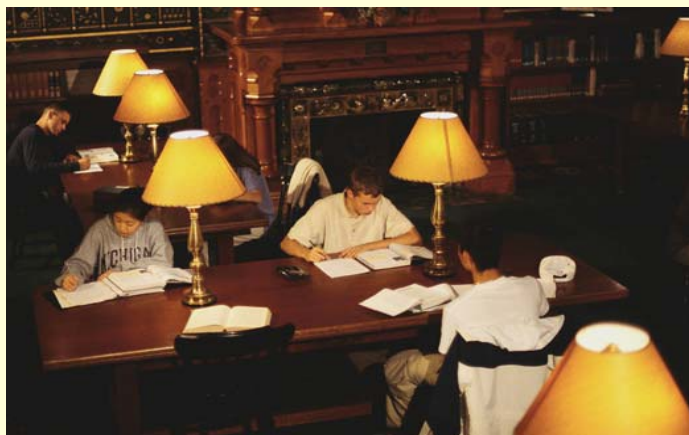
- Conditional awards are given to applicants who may be ineligible to receive a scholarship.
- Information on the application or from past scholarships may make it impossible to determine whether you are still eligible.
- You must provide adequate information, within the stated deadlines, for the VCCPSP to determine your eligibility.

What If My Scholarship Application Is Denied?

- You should keep a copy of the letter which tells you why the scholarship was denied.
- If you just need to send more information, then supply it within the deadline.
- If you are not eligible for the VCCPSP scholarship, you may qualify for a T.E.A.C.H. scholarship.* That program will need to see your letter from the VCCPSP.



What Could Cause My Application To Be Denied?



Two or more instances in which:

- You did not register for the course after getting a scholarship.
- You did not complete the course, and received a grade of “W”.
- You did not receive a passing grade.

*T.E.A.C.H. Scholarships

If you are a Virginia resident and did not get a VCCPSP scholarship, you may contact Voices for Virginia's Children, which is a non-profit organization, not affiliated with the Department of Social Services or Northern Virginia Community College. For information about T.E.A.C.H. scholarships, contact:

Catherine M. Ryan, Ph.D.
T.E.A.C.H. VA Director
Voices for Virginia's Children
701 E. Franklin St. Suite 807
Richmond, VA 23219
804-649-0184 ext. 25
www.vakids.org



CONGRATULATIONS!

You Are Ready To Apply!

- Find the application at the website:
<http://www.dss.virginia.gov/family/cc/scholarship>
- Email us at: childcare.scholarship@nvcc.edu
- Call: 1-866-636-1608



Now, I Know How To Help
Thanks to the VCCPSP!

